

**Government of India**  
**Ministry of Science & Technology**  
**Department of Science & Technology**  
**ADVT. No. DST/A-12024/02/2021-Estt.II**

**Dated 14.06.2020**

**Advertisement: Engagement of Consultants (04) in Department of Science & Technology, New Delhi on contract basis.**

Department of Science and Technology intends to engage the services of 04 Consultants having sufficient experience in handling administrative matters, on contract basis, initially for a period of **one year**. The applicants meeting the requirements are requested to apply as per the Pro forma given at Annexure I.

**A. Number of posts and Eligibility:** Four (Retired Section Officers/ Assistant Section Officers of Government of India).

**B. Age: -**

Not more than 63 years as on the closing date of the Advertisement/Notice.

**C. Remuneration and Other Allowances: -**

Consolidated remuneration will be fixed on the basis of deducting the basic pension (uncommuted) from the pay drawn at the time of retirement. No increment or Dearness Allowance shall be allowed during the term of the contract.

An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the term of appointment.

TA/DA during travel on tours as admissible to them prior to their retirement which could be permitted only in case of extreme requirement.

No HRA shall be admissible. Facilities like residential accommodation, CGHS, Medical reimbursement would not be given.

**D. Nature of Duties: -**

Disposal of Administrative work.

#### **E. Terms of Engagement: -**

- i. The consultant having accepted the offer of engagement, shall enter into a contract, also having the confidentiality clause, with the D/o Science & Technology, detailing the terms and conditions of engagement, before being assigned any work.
- ii. The tenure of the Consultant will be initially for **one year** from the date of engagement. The tenure may be terminated by giving one month's notice on either side.
- iii. Any breach of contract executed by the Consultant with the Department shall be considered a sufficient ground for the termination of the engagement made under the Contract and may further debar such Consultant from future engagement by the Department.
- iv. DST or its representative reserves the right to reject any application without assigning any reasons.
- v. Consultant shall be eligible for 18 days leave in a calendar year on pro-rata basis. Also un-availed leave in a calendar year cannot be carried forward to next year. Department would be free to terminate the services in case of absence by more than 30 days beyond the entitled leave in a calendar year.

#### **F. Mode of Selection: -**

Applications received in response to advertisement will be scrutinized and shortlisted applicants will be called for a personal interaction and documents verification with original documents. Based on qualification, experiences & outcome of personal interaction, the candidate will be selected.

#### **How to apply:**

Candidates desirous of applying for engagement mentioned above, may submit their application as per the format provided at Annexure I, to **Under Secretary, Estt.II Cell, Department of Science & Technology, Technology Bhavan, New Mehrauli Road, New Delhi – 110016, or at dstadmdb-most@nic within 45 days from date of publication of this advertisement.** Applications received after the closing date or received incomplete in any respect are liable to be summarily rejected. DST shall not be responsible for any delay on the part of postal department for delivery of application even if posted before the last date. No representation against such rejection will be entertained.

**Annexure-I**

**CURRICULUM VITAE PROFORMA**

Advertisement No. : **DST/ A-12024/02/2021-Estt.II**

1. Post applied for : Consultant

2. Name and Address :  
(in Block Letters)

3. Date of Birth :  
(in Christian era)

4. Date of retirement under :  
Central Government

5. Details of Employment/Experience in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held	From	To	Scale of pay, Grade Pay and basic pay	Nature of duties (in detail)

**DECLARATION**

I hereby, undertake that the information given in the Curriculum Vitae is true and correct. I agree to the terms and conditions for engagement as Consultant.

Place:

Date:

Signature of the Candidate:

Name:

Address:

Mob. No.

Photograph